



**CITY OF SAN DIEGO**

**CHAIRPERSON'S REPORT**

**TO THE:**

**CITY COUNCIL STRONG MAYOR-STRONG COUNCIL TRANSITION COMMITTEE**

Scott Peters, District 1, Chair  
Michael Zucchet, District 2 Councilmember  
Toni Atkins, District 3 Councilmember  
Tony Young, District 4 Councilmember  
Brian Maienschein, District 5 Councilmember  
Donna Frye, District 6 Councilmember  
Jim Madaffer, District 7 Councilmember  
Ralph Inzunza, District 8 Councilmember

**DATE:** May 25, 2005

**ATTENTION:** City Council Transition Committee  
Meeting of May 26, 2005

**SUBJECT:** Council Committee Structure

**SUMMARY**

**Issues**

1. Determine the Council Committee structure and how many members will serve on each committee.
2. Determine committee representation.
3. Determine Committee staffing requirements.
4. Determine the process in which matters are referred to committees.

## Chairperson's Recommendations

1. Committees: Keep the committee structure similar to the current structure, except combine the Governmental Efficiency & Openness Committee with the Rules and Budget Committees and slightly modify each Committee's functions as follows:

### Rules, Finance & Government Affairs (5 members)

- Budget, Taxes, Fees, Permanent Rules of Council, City Charter, Intergovernmental Relations, the Ralph M. Brown Act, Public Records Act, Community Right to Know, Accuracy of Government Information, Citizen's Right to Privacy, Consumer Protection, Efficiency and Effectiveness of Government Services, Port District, and Interagency/Bi-national affairs, Review of State and Federal Legislation.

### Land Use & Housing Committee (5 members)

- Planning, Land Use, Housing Policy, Redevelopment, Community Facility Finance, Engineering, Annexations, Transportation Planning, Transit Services, Parking, Building Code/Inspection, Land Development Code, Infrastructure Finance, and Housing Commission Quarterly Reports.

### Public Safety & Neighborhood Services (5 members)

- Police, Fire, Lifeguards, Paramedics, Youth Services, Senior Services, BIDs, Community Development Block Grant, Code Enforcement, Graffiti Abatement, Libraries.

### Natural Resources & Culture Committee (5 members)

- Energy, Water, Wastewater, Solid Waste Disposal, Recycling, State and Federal Endangered Species Acts, Arts and Culture, TOT, APCD/Air Quality, Hazardous Waste, MSCP, Regional Parks and Open Space, Utilities.

## **The Consultants have recommended the following structure**

### Rules & Openness & Intergovernmental Relations (3 members)

- Permanent Rules of Council, City Charter, Intergovernmental Relations, the Ralph M. Brown Act, Public Records Act, Community Right to Know, Accuracy of Government Information, Citizen's Right to Privacy, Consumer Protection, Efficiency and Effectiveness of Government Services, Nominations, International Airports, Port District, and Interagency/Bi-national and Agreements.

### Budget & Finance (4 members)

- Annual Budget Review, Capital Improvement Programs, Financial Reports, Taxes, Fees, Assessments, and Independent Budget Analyst Reports.

### Land Use & Housing Committee (3 members)

- Planning, Land Use, Affordable Housing, Development Services, General Plan Amendments, Subdivisions, Community Facility Finance, Engineering, Annexations, Transportation Planning, Transit Services, Parking, Building Code/Inspection, Land Development Code, Utilities, Infrastructure Finance, and Housing Commission Quarterly Reports.

City Operations & Neighborhood Services (3 members)

- Police, Fire, Paramedics, Neighborhood Parks, Recreation Programs, Youth Services, Senior Services, Neighborhood Revitalization, BIDs, Litter Control, MBE/WBE, Community Development Block Grant, Code Enforcement, Graffiti Abatement, and Parking Regulations and Enforcement.

Natural Resources & Culture Committee (3 members)

- Clean Water Program, Energy, Water, State and Federal Endangered Species Acts, Arts and Culture, TOT, Solid Waste Disposal, Recycling, APCD/Air Quality, Hazardous Waste, MSCP, Regional Parks and Open Space.

2. Committee Representation: Committee chairs should be nominated by the Presiding Officer and confirmed with a majority vote of the Council. The Presiding Officer should also nominate the vice chairs and members of each committee, subject to a majority vote of the Council. All committee chairs, and members will serve a one-year, renewable term.

**Consultants:** Recommends that the Presiding Officer appoint committee chairs, vice chairs and committee members for two-year terms beginning in January of each new Council term.

3. Committee Staffing: Each committee will be staffed with one fiscal analyst from the Office of the Independent Budget Analyst, and one policy analyst from the Council Office of Legislative Analysis. The Mayor's office and City Attorney should appoint a representative to attend committee meetings.

**Consultants:** Recommends that committees be appointed two staff members – one fiscal analyst from the Office of the Independent Budget Analyst and one policy analyst from the Council Office of Legislative Analysis.

4. Committee Process: The City Council as a whole and the Presiding Officer will have the authority to refer matters (proposed legislation and hearings) to specific committees. The committee chairs would then have the authority to determine whether and when to calendar matters for the committee's agenda. Committee chairs would also have the authority to call for hearings on matters related to the work of their committee.

**Consultants:** Concur

Fiscal Impact – \$250,000 was included in the FY 2006 Proposed Budget for support for the Transition to Strong Mayor form of government - acknowledging that any new functions would begin six months into the fiscal year and

adjustments would most likely occur during the Council's transition planning.

## BACKGROUND

Proposition F, approved by the voters last November, states that:

*"The Council shall have the right to establish committees of the Council and to establish advisory boards and citizen committees as provided for in Charter section 43."* [Charter Section 270(e)]

## DISCUSSION

The City's consulting team prepared a report on the Council Committee Structure that outlines a structure for the City Council to consider as we transition to the Mayor-Council form of governance. The consulting team researched five cities and their respective committee structures including Los Angeles, San Francisco, Seattle, Detroit, and Oakland. In determining a new structure for the City of San Diego, the consultant's primary focus was to ensure that the City Council be an effective legislative body.

To initiate Council dialogue on these topics, outlined below are questions for the Council to consider.

### Council Committee Considerations

1. Should the Council keep the current committee structure, with the minor modifications recommended by the Chair?
2. Should the Council accept the committee structure as proposed by the consulting team?
3. How many members should serve on each committee – 3, 4 or 5?
4. How should committee chairs, vice chairs and members be selected?
5. How should each committee be staffed?
6. What is the process for matters to be brought before committees?

### Chair's Recommendations

The Chair recommends keeping essentially the same committee structure that currently exists with the modification of moving the GE&O and budget committees under the Rules, Finance and Government Affairs Committee. The current committee structure works well, and will provide continuity during the transition.

The Chair also recommends maintaining committees composed of 5 Council members to ensure that committee recommendations reflect broad support for an item when they are referred to the full City Council. The consultants' recommendation for committees consisting of 3 Council members would allow as few as two Council members to effectively block legislation from being

referred to the City Council. Council Committees will also have the ability to refer matters for review by the Council Office of Legislative Analysis or the Independent Budget Analyst, and a 5 member committee will ensure that resources devoted to that analysis have been discussed by a majority of the City Council before being expended.

Committee staffing should be done through the Council Office of Legislative Analysis and the Office of Independent Budget Analyst. One staff member from each of these offices will be assigned to each committee and serve the functions currently performed by the Committee Consultants. Staffing the committees with staff from these offices will provide professional staffing to each committee and maintain institutional memory as committee membership and chairpersons change. Consolidating the duties of the Committee Consultants into the Council Office of Legislative Analysis and Independent Budget Analyst will also provide FTE's and budget capacity for a budget neutral transition to create and staff these new offices.

### CONCLUSION

One of the basic tenets of any transition is to maintain the pieces of the original structure that have been proven to provide good service to the Council and the public at large. The current committee structure provides adequate review of policy questions and ideas, ensures efficient use of resources and does not overtax Councilmembers ability to attend meetings. Maintaining the current committees will provide continuity that will aid in a smooth transition to the Strong-Mayor form of government.

Respectfully submitted,



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Councilmember Scott Peters  
Chair, Council Transition Committee

Attachments:            Consultant Report on Council Committee Structure

\* Due to the number of pages, the attachments had a limited distribution. A complete copy of the attachments can be viewed at the City Clerk's office or online at <http://www.sandiego.gov/mayortransition/index.shtml>.